



To: Victor Ketellapper
From: Steven Paris
Date: January 12, 2005
Subject: DECEMBER 2005 MONTHLY STATUS REPORT

Task 1 – Scoping Meeting

Task Accomplishments

- There were no activities on this task during the reporting period.

Task Forecast

- No work is anticipated under this task in the future.

Issues

- No issues were identified.

Task 2 – Monthly Reports

Task Accomplishments

- The subject report was prepared.

Task Forecast

- Monthly progress reports will be prepared until completion of the project.

Issues

- No issues have been identified in preparation of the Monthly Progress Reports.

Task 3 – Fact Sheets

Task Accomplishments

- There were no activities on this task during the reporting period.

Task Forecast

- Fact sheet translation and mass mailing are not anticipated in the near future.
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Issues

- There are no issues on this task.

Task 4 – Newspaper Advertising

Task Accomplishments

- There were no activities completed for this task in December.

Task Forecast

- There were no activities scheduled for this task in January.

Issues

- Not applicable.

Task 5 – Stakeholder Action Plan

Task Accomplishments

- There were no activities completed for this task in December.

Task Forecast

- Interview last remaining citizen that we decided to interview
- Continue in depth analysis
- Develop additional data as revealed by analysis as necessary; and
- Continue consulting with EPA Site Program Manager.

Issues

- There are no issues to identify this reporting period.

Task 6 – Revision of the Community Relations Plan

Task Accomplishments

- Transmitted updated electronic copy of CIP sections to EPA. Met with Jennifer Chergo/EPA and outlined revisions to the Community Implementation Plan.

Task Forecast

- SUMMIT will revise the updated CIP document as directed.



Issues

- Costs associated with revising the CIP may exhaust budget prior to completion with only \$2,277 remaining for this task. Persons contacted for updating Appendices A, B, and C (Contact Information) continue to contact Summit sporadically with updated contact information.

Project Costs

EPA VB/I70 Ph 2		Budget	Total Costs
	EPA VB/I70 Ph 2		
	Task 1 Meeting	\$1,130	\$284
	Task 2 Monthly Reports	\$2,194	\$822
	Task 3 Fact Sheets	\$17,476	\$984
	Task 4 Advertising	\$8,048	\$1661
	Task 5 Stake Act Plan	\$28,577	\$22,029
	Task 6 Rev CRA	\$7,499	\$5,222
	Total EPA VB/I70 Ph 2	\$64,923	31,003.10

Project costs reported as of 12/31/04